

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR BOARD MEETING
Tuesday, December 3, 2002
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright.

General Manager Rita Velasquez, Fire Chief Mark Meaker, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Derr called the meeting to order at 6:30 p.m.
2. Director Perez led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Rita Velasquez administered the Oath of Office for re-elected Board members Elliot Mulberg and Elaine Wright and presented them with their Certificates of Election.
2. The Board declared the results of the November 5, 2002 General Election, as certified by the Registrar of Voters. Perez-McElroy, unanimous.
3. Norm DeYoung, on behalf of the Veteran's Day Parade Committee presented the Board with a plaque thanking the EGCSD for being a major sponsor of the event. A certificate was also presented to David Wigginton thanking his staff collectively for their assistance. Individuals recognized for their outstanding contributions included Doug McElroy, Jerry Fox, Jeri Retzlaff, Sherry Retzlaff, and Mike Retzlaff.

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. Administrative Services Department – Rita Velasquez gave a quick update on on-going projects: staff continues to work with Elk Grove Water Service on the location of the water line for the fire sprinkler system for the Administration building; a meeting is scheduled this week with the Library Working Group to discuss joint funding efforts; the restroom at the Laguna Community Park has been completed; weekly meetings continue with the architect and consultants regarding the Aquatic and Community Center complex; the Training facility is on schedule for a spring construction date; and finally, the new EGCSD web site will be uploaded after the 1st of the year.

Upcoming events include the Basket Auction fundraiser for Operation Clyde, the Holiday Inn Express grand opening on December 4, and the Rotary Christmas dinner on December 11. and a live broadcast at the Administration Building on December 13 by V101.1, a local radio station that has co-sponsored several CSD events including the Harvest Festival.

In response to Director Perez's request for information regarding hunting at the Stone Lakes National Wildlife Refuge (NWR), Rita stated she spoke with Tom Harvey, Refuge Manager at Stone Lakes NWR who indicated despite the claims to the contrary in the Sacramento Bee article, at no time has the Service ever contemplated allowing hunting on the 1,400-acre wetland preserve south of the Stonelake development.

Jeff Ramos reported the County is updating the Elk Grove–West Vineyard and East Elk Grove financing plans and staff has been working with them to update park construction costs as well as the actual construction cost for Fire Department facilities; additional park acreage when acquired will also be incorporated into that update. Jeff stated he has been meeting with the County Public Works Department to negotiate securing an additional \$800,000 in funding from their available Mello–Roos fund for Hawkins Park, Johnson Park, and Caterino Park – unfunded park sites in West Laguna and Lakeside. Also, with the potential rezone going through in Lakeside, CSD will secure another 1.5-acre mini park site if approved by the Sacramento County Board of Supervisors at their December 10 meeting next Tuesday.

Jeff announced the auditors completed the FY 2001–02 audit back in October and he has been working with them on finalizing the CAFR, which will then be forwarded to GFOA and CSFMO for consideration of their Excellence in Financial Reporting awards.

2. Fire Department – Chief Grueneberg stated crews have responded to 1,130 incidents in the last two months. Major incidents included the November 5 structure fire on Laguna Park Drive where the garage was fully engulfed, but crews were able to save the rest of the house; the November 6 vehicle collision on Kammerer Road where two victims had to be extracted from their vehicle; the November 10 mobile home structure fire at the Oaks Mobile Home Estates where two elderly persons were assisted to safety; a vehicle collision on November 18 at 8:30 a.m. at Elk Grove–Florin and Campbell Roads, which resulted in one fatality with another passenger seriously injured; a construction fire on December 1 on Drake Meadows caused by the occupant placing ashes in a trash container; and finally the December 2 structure fire, where a five-year old child died. As a result of that incident, staff will be meeting with the Code Enforcement staff at the City and County to look at a strategy in moving from a re-active role into a pro-active role to prevent another incident of a similar nature in the future.

Director Wright thanked Chiefs Meaker and Grueneberg, as well as the Fire Department personnel for participating in the Parade of Lights and also for stringing the lights on the tree at Kerr Middle School.

3. Parks & Recreation Department – David Wigginton was pleased to report in the month of November, eight teen counselors in training have completed the first session of a new year-round work experience program. There was a meeting of the Laguna Creek Watershed where 28 people from the community attended to express their interest in preserving the watershed and the creek system. The Park Maintenance Division has completed 174 work orders last month. In the Planning and Design section, master plans and environmental documents were completed for six new facilities, which will be presented to the Board later on tonight's agenda. Staff is getting closer to moving into the new maintenance facility. The Department received \$42,000 approved by the State of California for reimbursement of ball field renovations at Elk Grove Park. By way of general information, the theme for next year, 2003 for the Department will be "Imagine, Learn and Play." And finally, David reported participation in programs this past month totaled 21,670 and 1,450 service hours were donated by over 200 volunteers to the District.

D. COMMUNICATIONS FROM THE PUBLIC

1. NONE

E. CONSENT CALENDAR

1. The Board approved the November 19, 2002 regular Board meeting minutes, as submitted. Perez-Mulberg, unanimous.
2. The Board approved Resolution No. 2002-70, granting a right of way to SMUD for the installation of electric service for cellular telephone equipment at Wackman Park and authorizing the General Manager to execute all necessary documents. Perez-Mulberg, unanimous.
3. The Board approved the amendment to the Laguna Stonelake Park Development Agreement to not require 25 parking spaces on property deeded to the Waterfowl Association based on their decision to re-sell the site for homes; and to require the developer of the homes to disclose the potential for on-street parking to potential homebuyers. Perez-Mulberg, unanimous.
4. The Board allocated a new position of Administrative Analyst in the Administrative Services Department and authorized the recruitment and filling of the position. Perez-Mulberg, unanimous.
5. Pursuant to Section VI.G. of his employment contract, the Board approved the adjustment of the Fire Chief's base salary by 5%, effective September 1, 2002. Perez-Mulberg, unanimous.
6. The Board approved the 3.5% salary and benefit adjustments for non-represented, non-safety personnel for FY 2003-04 through FY 2005-06. Perez-Mulberg, unanimous.
7. The Board approved the sale of and authorized the General Manager to sign the purchase and sales agreement for the sale of one acre of land adjacent to the Fire Maintenance Facility on East Stockton Boulevard (portion of Assessor's Parcel No. 134-0220-047) to Mr. Pete Dongelesmans for \$109,000. Perez-Mulberg, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. NONE

G. PUBLIC HEARINGS

1. NONE

H. STAFF REPORTS

1. The Board approved the conceptual master plans for Jungkeit Park, Johnston Park, Sonoma Park, and Fleming Park; and set an advertised public hearing for Tuesday, January 7, 2003, 6:30 p.m. at the CSD Administration Building to adopt the land use and development plans and environmental documents for each park. McElroy-Wright, unanimous.
2. The Board approved the conceptual master plans for Keema Park and Lewis Park. Wright-Perez, unanimous.
3. The item to award the bid for general liability, property, automobile, and public officials' errors and omissions insurance coverage to Special District Risk Management Authority for calendar years 2003, 2004, and 2005, with a premium of \$165,598 for calendar year 2003 was continued to the January 7, 2003 Board meeting. Colton Insurance will look into extending the District's existing coverage until that meeting. Staff will prepare another Staff Report to include their recommendation based on feedback and information received tonight, along with some real life scenarios in the event of a disaster in terms of cost to the District, and the pros and cons of the two proposals. Perez-Wright, unanimous.

I. BOARD OF DIRECTORS BUSINESS

1. Director Pat Perez was elected Vice-President for 2003. Wright-McElroy, unanimous.
2. Director Doug McElroy was elected President for 2003. Perez-Mulberg, unanimous.
3. Outgoing President Derr thanked everyone for putting up with him during his term and challenged his successor to keep the meetings short as he has this past year and not to micro-manage staff because he felt they were the best people in the world.
4. Director Mulberg, along with the rest of the Board and staff expressed their appreciation to Gerald for his service this past year.
5. The Board cancelled the December 16 Board meeting. Perez-Wright, unanimous.

J. COMMUNICATIONS FROM THE PUBLIC

1. Ric Goering stated the Elk Grove Youth Sports Association is working with staff on putting porta-potties at different park sites. The item will be forwarded to the Board for consideration at a future date.

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director Wright requested an update on the Elk Grove Pool spray ground, as well as a report on how the District's Tree Trimming Program is going since she's noticed a lot of leaning trees in the area as a result of the last storm.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. NONE

M. ADJOURNMENT

With no further business, the regular Board meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board